Funding Opportunity Announcement (FOA)

Management of Undesirable Plants on USACE Lands at Willamette Valley Project, Oregon

Funding Agency: U.S. Army Corps of Engineers, Portland District 333 SW First Ave Portland, OR 97204	**Funding Instrument**: Cooperative Agreement **Funding Opportunity Numbe**r: W9127N2420001 **CFDA Number:** 12.012 **Program Title**: U.S. Army Corps of Engineers, Portland District Noxious Weed Management Program
Issue Date: 2 January 2024	Application Due Date: 31 January 2024

Overview:

The U.S. Army Corps of Engineers (USACE), Portland District (NWP) intends to enter into a cooperative agreement with a state agency responsible for the administration or implementation of undesirable plants laws of the state, who will provide professional services to assist USACE with the management of undesirable plants on federal lands managed by the Natural Resource Management section associated with the thirteen dams of the Willamette Valley Project (WVP) in Oregon's Lane, Benton, Linn, and Marion Counties.

The cooperative agreement will be awarded pursuant to 7 U.S.C. § 2814 Federal Noxious Weed Act of 1974.

The recipient for this cooperative agreement must be a state department of agriculture, or other state agency or political subdivision thereof, responsible for the administration or implementation of undesirable plants laws of a state.

Estimated Total Funding: $30,000.00	**Estimated Number of Awards**: 1

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Contact Information: Questions relating to Grants.gov including the registration process and system requirements should be directed to the Grants.gov Contact Center at 1-800-518-4726. For assistance with the requirements of this Funding Opportunity Announcement, please contact the grants and agreements administrator Melanie.A.Barrett@usace.army.mil.

Instructions to Applicants:
The complete funding opportunity announcement, application forms, and instructions are available for download at Grants.gov.

Applications in response to this Funding Opportunity Announcement shall be submitted by the application due date. Applications may be submitted by via the internet through Grants.gov.

Applicants shall have a Unique Entity Identifier, register with the System of Award Management (SAM.gov), and register with Grants.gov.

See Section D of the Funding Opportunity Announcement for complete application submission information.

Section A: Program Description

This agreement represents an opportunity for the Recipient, with the responsibility for the administration and implementation of undesirable plant laws of the state of Oregon, to perform management of undesirable plants on USACE lands under their jurisdiction.

The purpose of the cooperative agreement is to manage undesirable plants on Federal lands. The goal is to facilitate coordination to affect weed control on a watershed or ecosystem scale. It also enables the Government and the Recipient to contribute to regionally agreed efforts. The agreement is intended to allow development of collaborative programs throughout Portland District, improving the quality of weed management efforts.

1. GOALS AND OBJECTIVES:

Invasive species, including noxious weeds and other undesirable plants, degrade the quality of public land, threaten agricultural production, interfere with ecosystem processes, and can be injurious to human health. These species cannot be managed piecemeal, and various public laws and orders (*e.g.,* Executive Order 13112 of February 3, 1999) recognize the need to coordinate and integrate their management across jurisdictional boundaries. Interagency coordination is the only way to effectively control noxious weeds on a watershed or ecosystem scale, and efforts on USACE land must be consistent with those on other jurisdictions. This agreement will enable USACE and the recipient to contribute to the planning and implementation of regionally agreed efforts to control noxious weeds and other undesirable plants.

The Recipient of this agreement will use an integrated approach to weed management considering all treatment methods including manual, mechanical, cultural, biological, and chemical. Appropriate treatment methods to be employed will be determined through collaboration of each party and stipulated through a USACE-approved annual plan of work.

The appropriate level of treatment will align with the Oregon State Noxious Weed Control Board Policy and Classification System (OSNWCB). No weed management tactics shall conflict with USACE or OSNWCB directives.

2. BENEFITS:

This Agreement will deliver substantial benefits related to Project, regional, and national invasive species management goals. Public benefits to the region and watershed function will be substantial in terms of both control and cross-boundary cooperation. Cooperative efforts will include coordination, planning, surveying, and treatment (including biological agents) to control noxious weeds threatening USACE-managed ESA species. Early Detection and Rapid Response (EDRR) efforts will address state-listed priority species and will be coordinated through membership of the Mid-Willamette and Upper Willamette Cooperative Weed Management Areas (CWMA).

3. DESCRIPTION OF SERVICES
The work will include the following:

3.1 The Statement of Work for the base period of performance is attached (Attachment 1 – Willamette Valley 2024-2025 Statement of Work). If option years are exercised, an updated Statement of Work (SOW) will be provided prior to award of the option year.

3.2 Recipient will assist the USACE with the management of undesirable plants on federal lands managed by the Natural Resource Management section at the Willamette Valley Project in the state of Oregon. 7 USC § 2814 states that the Recipient of this funding assistance must be a state agency, or political subdivision thereof, responsible for the administration and implementation of undesirable plants laws of the state.

3.3 Coordination

Assist in coordination through participation and leadership in Cooperative Weed Management Areas and other cross-boundary groups to manage undesirable plants from a strategic regional perspective. Manage and coordinate the actions of this Cooperative Agreement with relevant County Weed Boards, Soil and Water Conservation Districts and other political subdivisions of the state. Specifically, in the Willamette Valley region, the recipient will coordinate, to the maximum extent possible, in the Upper Willamette Cooperative Weed Management Area and the Willamette Aquatic Invasives Network.

3.4 Planning

Assist in the development of a USACE-approved annual plan of work, identifying target species for inventory and management, prioritizing treatment based on regional plans, site location and level of infestation. Provide consultation to USACE on regional Best Management Practices including EDRR targets, quarantine initiatives, biological control releases, and updates to the State Noxious Weed List including new classifications, changes in classification of previously listed species and delisting of species that have become a lower priority. . Work within the scope of the WVP Integrated Vegetation Management Plan.

3.5 Surveying

Assist with the inventory, survey, monitoring, and/or mapping of exotic, noxious, invasive, or undesirable native vegetation potentially affecting WVP lands and waters. Maps, location descriptions, data and/or GIS information will be provided to USACE Project Natural Resource Section that will aid in the management of areas under Project management. USACE may provide a USACE-operated vessel for survey activities. Data and vessel access require coordination with the Grants Officer's Representative (GOR). Specific targets are identified in the annual SOW.

3.6 Implementation

Assist in the implementation of the appropriate integrated treatment method as prescribed or approved by USACE biologists, natural resource specialists, natural resource managers, and coordinated with the GOR. Implementation will be aligned with the Portland District Pesticide Discharge Management Plan (PDMP - Attachment 6). Treatments may employ prevention, mechanical, cultural, biocontrol or herbicide methods. Where practicable, biocontrol methods and other effective non-herbicide methods are preferred. Recipient and USACE will cooperate to identify nursery and release sites for high priority agents. USACE may provide a USACE-operated vessel for treatment activities. Vessel access requires coordination with the GOR. Specific targets are identified in the annual SOW.

3.7 Reporting

If chemical methods are planned during the Period of Performance, an "Anticipated Pesticide Use" report will be submitted by the Recipient to the GOR prior to implementation. An "Actual Pesticide Use" report will then be submitted by the Recipient to the GOR by 15 December, outlining the actions completed of each year. Templates will be provided by USACE to ensure the required data outlined in the PDMP (Attachment 6) and the Oregon State pesticide regulations are included.

4. SCHEDULE

The Period of Performance of this cooperative agreement is for a base period, followed by four (4), one-year option periods. The base period will be in effect from date of award through 28 February 2025. At any time prior to the completion of a performance period, the parties may agree to bilaterally exercise a one-year option period, extending the cooperative agreement performance period by one year, so long as funds remain available for continued performance.

If additional funds become available, the parties may agree to bilaterally modify the cooperative

agreement to increase the scope of the agreement. All scope increases must be completed within the active period of performance at the time the modification is awarded.

Work will occur at Willamette Valley Project lands in Lane, Benton, Linn, and Marion Counties, Oregon.

5. OBLIGATION OF THE PARTIES:

5.1 The Recipient will:

a. Perform undesirable plant management activities (coordination, planning, surveying, implementation, and reporting) in accordance with the treatment plans as agreed upon in planning and coordination meetings.

b. Submit Annual Performance Progress Reports (Attachment 2) and annual financial reports, SF425 (Attachment 3), during the performance period. Reports shall contain a narrative of work performed during the season and detail how goals and objectives were met.

c. Comply with OSHA regulations, the safety regulations defined in the USACE Safety Manual EM 385-1-1 https://www.publications.usace.army.mil/Portals/76/Publications/EngineerManuals/EM_385-1-1.pdf, and all federal, state and local laws, regulations, rules and orders.

d. Conform with State and Federal laws and regulations pertaining to Wage and Hours, Equal Employment Opportunity, Civil Rights, and Child Labor.

5.2 USACE will:

a. Pursue exercising of option years as requirements arise and budgets allow. Option years will contain updated Statements of Work to the requirement based on determinations made in planning and coordination meetings.

b. Participate in work planning and oversight for weed management activities for the upcoming field season.

c. Provide known inventory results, documents, and maps to support management activities.

d. Provide support in the form of treatments such as mowing and other mechanical methods to facilitate those activities identified in planning meetings.

5.3 Representatives from both parties will meet on a regular basis to ensure progress of scope of work, troubleshoot problems, discuss how expectations are being met and otherwise effect the provisions of this agreement.

6. OPTIONS

This cooperative agreement contains options. At any time prior to the completion of a performance period, the parties may agree to bilaterally to exercise a one-year option period, extending the cooperative agreement performance period by one year, so long as funds remain available for continued performance. The parties have no obligation to continue and may elect to cease performance. Options will be exercised through a modification to the agreement.

7. MODIFICATIONS

a. Modifications to the awarded cooperative agreement may be proposed by either party, but neither party shall implement a change until the change has been negotiated and approved by the USACE Grants Officer. Change proposals shall be submitted in writing and shall detail the

technical, schedule, and financial impacts of the proposed modification. Only the Grants Officer has the authority to act on behalf of the USACE to change this agreement.

b. Revision of budget/program plans: Recipients shall request prior approval for plan changes in accordance with 2 CFR 200.308.

c. The Grants Officer may unilaterally issue modifications for minor or administrative matters, such as changes in paying office, etc.

8. SUBAWARD

a. The Recipient shall apply to each subaward the administrative requirements of 2 CFR 200 applicable to the particular type of subrecipient.

b. Recipients awarding contracts under this agreement shall assure that contracts awarded contain, at a minimum, the provisions in Appendix B to DoDGARS Part 22.

c. The Recipient's acquisition of of goods and services needed to carry out the program is not considered a subaward and shall comply with 2 CFR 200 as applicable.

9. STATUTORY AUTHORITY

The use of a cooperative agreement for services relating to the management of undesirable plants on federal lands is authorized pursuant to 7 U.S.C. § 2814 - Federal Noxious Weed Act of 1974.

Through this cooperative agreement, USACE NWP will coordinate with a qualified state agency for the management of undesirable plants on federal lands of the Willamette Valley Project (WVP) in Oregon's Lane, Benton, Linn, and Marion Counties.

Section B: Award Information

1. ESTIMATED FUNDING: Not-to-exceed (NTE) amounts are provided for:
   - Base year: $30,000
   - Option Year 1: $30,000
   - Option Year 2: $30,000
   - Option Year 3: $30,000
   - Option Year 4: $30,000

   The total NTE cost for a base year and four one-year option periods is $150,000.00.

2. PERIOD OF PERFORMANCE
   The term of this cooperative agreement is a one (1) year base period, with four (4), one-year option periods:
   - Base year: Date of Award through 28 February 2025;
   - Option Year 1: 1 March 2024 through 28 February 2026;
   - Option Year 2: 1 March 2026 through 28 February 2027;
   - Option Year 3: 1 March 2027 through 29 February 2028;
   - Option Year 4: 1 March 2028 through 28 February 2029.

   If all funds are expended prior to the end of an active performance period, the parties have no obligation to continue and may elect to cease performance for that active period.

Section C: Eligibility Information

1. ELIGIBILITY INFORMATION

State department of agriculture, or other state agency or political subdivision thereof, responsible for the administration and implementation of undesirable plants laws of the state.

2. COST SHARING
   All work under this cooperative agreement is 100% USACE funded.

Section D: Application and Submission Information

1. SUBMISSION LIMITATION
   One completed application package per applicant or organization.

2. ADDRESS TO REQUEST APPLICATION PACKAGE
   The complete funding opportunity announcement, application forms, and instructions are available for download at Grants.gov. USACE is not responsible for any loss of internet connectivity or for an applicant's inability to access documents posted at the referenced website.

   The administrative point of contact is Melanie Barrett, Melanie.A.Barrett@usace.army.mil.

3. CONTENT AND FORM OF APPLICATION SUBMISSION
   a. Forms: All mandatory forms and any applicable optional forms must be completed in accordance with the instructions on the forms and the additional instructions below.

      1) SF 424 - Application for Federal Assistance;

      2) SF 424 A - Budget Information for work described in Section A.3, Description of Services for the location listed in Section A.4, Schedule.

         - Submit a negotiated indirect cost rate agreement (NICRA), or a statement stating the applicant is eligible and electing to use the de minimis rate (in accordance 2 CFR 200.414(f)) with the SF 424 A when indirect costs are included in the applicant's budget.

      3) Program Narrative Submission
         A Program Narrative shall be included in the application package to addresses the following:

         a) **Program Goals and Objectives** – In no more than 12 pages single sided or 6-pages double sided, provide a program description, illustrating how the applicant plans to achieve the goals and objectives included in Section A of this announcement. Include the applicant's relevant past experience meeting similar goals and objectives through the performance of similar natural resource services..

         b) **Program Management Plan** – In no more than ten (10) pages single sided or five (5) - pages double sided, explain how the applicant plans to effectively manage the program in terms of manpower, administration, and quality control. Include the following:

            i. The applicant's plans for completing the work described in Section A.3. Description of Services;
            ii. The supplies and equipment to be used to perform the services.
            iii. The technical resources (staffing) and description of the accounting system to be used to execute the program and comply with financial requirements and financial reporting.
            iv. Documentation of Eligibility - documentation to support eligibility,
            v. Completed Program Budgeted Proposal spreadsheet (Attachment 3)

         c) **Past Performance** (Attachment 4)
            Using Attachment 4 to provide past performance records for relevant federal assistance agreements in similar size and scope performed within the last five (5) years. A separate

attachment is used for each past performant record. Up to three (3) past performance records are required. Provide a brief summary of accomplishments for each provided record.

Applicants with no prior federal assistance agreement experience shall provide a statement in their proposal to that affect. No more than one (1) single sided page per reference.

NOTE: *All three sections of the program narrative shall be submitted on 8.5 x 11-inch paper with no less than 10-point font and 1-inch margins.*

d) **Appropriation Certification Requirements** (Attachment 5)– Complete the certification, provide signature, and submit a copy with the application package.

4. UNIQUE ENTITY IDENTIFIER AND SYSTEM FOR AWARD MANAGEMENT (SAM.gov)
Each applicant (unless the applicant is an individual or Federal awarding agency that is excepted from those requirements under 2 CFR 25.110(b) or (c), or has an exception approved by the Federal awarding agency under 2 CFR 25.110(d)) is required to:

- Be registered in SAM before submitting its application;
- Be registered with Grants.gov in order to submit their package through that site.
- Provide a valid unique entity identifier in its application; and,
- Continue to maintain an active SAM registration with current information at all times during which it has an active Federal award or an application or plan under consideration by a Federal awarding agency. USACE may not make a Federal award to an applicant until the applicant has complied with all applicable unique entity identifier and SAM requirements and, if an applicant has not fully complied with the requirements by the time the Federal awarding agency is ready to make a Federal award, USACE may determine that the applicant is not qualified to receive a Federal award and use that determination as a basis for making a Federal award to another applicant.

5. Submission Instructions

a. The preferred method for submission of proposals is through Grants.gov. If the applicant is unable to submit their proposal package via Grants.gov, as a backup option submission can be submitted by e-mail.

b. Preferred Method - Internet via Grants.gov:
All applicants using Grants.gov to submit proposals must be registered and have an account with Grants.gov. For more information on registration, go to
https://www.grants.gov/web/grants/applicants.html

c. E-mail:
Format all documents to print on Letter (8 ½ x 11") paper. E-mail proposal to Patrick.P.Collins@usace.army.mil and Melanie.A.Barrett@usace.army.mil.

6. Applicants are responsible for ensuring that their application is received in its entirety. The Government will bear no responsibility for delays in submissions due to technical difficulties at or with the Grants.gov website.

7. Reimbursement of pre-award costs are not allowable.

Section E: Application Review Information

1. GOVERNMENT REVIEW

a. Initial Review

The Government will perform an initial review to determine that the applicant is (1) eligible in accordance with Section C of the announcement; (2) all information required by Section D has been submitted; and (3) all mandatory requirements are satisfied.

b. Merit Review

Only proposals meeting ALL criteria in the initial review will be forwarded for merit review. Proposals in the merit review will be evaluated on whether applicant demonstrates ability to meet goals and objectives, effectively manage program, and has satisfactory past performance. These factors will be rated individually and are of equal importance. Each proposal will also be given an overall rating based on the individual ratings of each factor and the effect one may have on another.

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1) Program Goals and Objectives – The proposal illustrates that the applicant's goals are in alignment with those described in Section A of the announcement. Proposal also details measurable objectives for achievement of goals.

2) Program Management - The applicant shows the ability to effectively manage program in terms of manpower and administration. Proposal should illustrate applicant's ability to:
   i. Complete the work described in Section A as specified through the scope of this cooperative agreement.
   ii. Provide all necessary supplies and equipment to perform work described in Section A of this announcement.
   iii. Work in Oregon
   iv. Successfully execute management of undesirable plants.

   The application should also demonstrate the applicant's:
   v. Experience with undesirable plant management programs.
   vi. Management capability, financial resources and technical resources to execute the program.
   vii. A satisfactory record of executing Government programs (if a prior recipient).
   viii. A satisfactory record of integrity and business ethics.
   ix. Comply with all financial requirements and financial reporting.

3) Past Performance (Attachment 4) - Applicants will be reviewed based on their past performance in the following:

   i. Successfully completing and managing federally funded assistance agreements similar in size, scope, and relevance to the program,
   ii. History of meeting reporting requirements under Federal grants and cooperative agreements, and
   iii. Extent and quality to which they adequately documented and/or reported on their progress towards achieving the expected results, (In evaluating applicants under this criterion, the Government will consider the information provided by the applicant and may also consider relevant information from other sources including agency files and prior/current grantors).

c. Budget Review

This agreement will be 100% USACE funded, and applicant's budgets will be reviewed to ensure proposed costs and cost allocation are allowable and reasonable. Applicants are required to submit an SF 424A providing a breakdown of the budget proposal. Budget proposals will be evaluated on reasonableness of costs and allowability. Costs associated with the program must be in accordance with 2 CFR 200, Subpart E – Cost Principles.

2. REVIEW AND SELECTION PROCESS
   a. The Grants Specialist will perform an initial review to determine that the applicant is (1) eligible in accordance with the announcement; (2) all information required by the announcement has been submitted; and (3) all mandatory requirements are satisfied.

   b. The Program Official is responsible for evaluation of applications against the merit criteria.

   c. The Grants Officer is responsible for making the final selection of the cooperative agreement awardee based on the Program Official's validation and recommendation. The selection for cooperative agreement award will be made to the applicant whose package conforms with the FOA and able to demonstrate the applicant's best effort to deliver the program goals and objectives at fair and reasonable price. In accordance with 7 U.S.C. § 2814 - Federal Noxious Weed Act of 1974, awards are limited to a state department of agriculture, or other state agency or political subdivision thereof, responsible for the administration or implementation of undesirable plants laws of the state.

3. Anticipated Award Date:

   Announcement Issue Date: 2 January 2024
   Announcement Due Date: 31 January 2024
   Estimated Award Date: 1 March 2024

Section F: Award Administration Information

1. AWARD NOTICES
   Electronic notice of award will be given in conjunction with issuance of a cooperative agreement signed by a Grants Officer. The cooperative agreement will contain the effective date of the agreement, the period of performance, funding information, and all terms and conditions. The recipient is required to sign and return the document before work under the agreement commences. Work described in this announcement *shall not* begin without prior authorization from a Grants Officer.

2. ADMINISTRATIVE REQUIREMENTS
   The cooperative agreement issued as a result of this announcement will be subject to the National Policy requirements of 2 CFR Part 1122, Appendices A - D, as applicable. Applicable provisions will be specified in the cooperative agreement terms and conditions. The cooperative agreement will also be subject to the administrative requirements of 2 CFR Part 200 and 32 CFR Part 22, as applicable. Applicable administrative requirements will be specified in the cooperative agreement terms and conditions.

3. REPORTING
   a. Upon completion of each period of performance and of the cooperative agreement, the recipient will be required to submit one performance progress report as stipulated in the terms and conditions of the final (award) cooperative agreement.

   b. Recipient will be required to submit an SF 425 – Federal Financial Report quarterly as stipulated in the terms and conditions of the final cooperative agreement.

   c. All reporting shall be in accordance with 2 CFR Part 1122, Appendix C.

Section G: Agency Contacts

Patrick Collins
Grants and Agreements Officer, Contracting Division
E-mail: Patrick.P.Collins@usace.army.mil

Telephone: 503-758-6468

Melanie Barrett
Grants Specialist, Contracting Division
E-mail: Melanie.A.Barrett@usace.army.mil
Telephone: 503-808-4617

U.S. Army Corps of Engineers, Portland District
Attn: CECT-NWP, Grants and Agreements Specialist
333 SW 1st Avenue
Portland, OR 97204

Section H: Other Information

1. Only Grants Officers are legally authorized to bind the Government to a cooperative agreement.
2. A pre-award notice identifying a proposal was successful neither obligates the Government to make an award nor commits the Government to reimburse any pre-award costs incurred in anticipation of an award.
3. Responses should reference Program Announcement W9127N-24-2-0001.
4. Questions regarding the proposal submission should be submitted no later than 29 January 2024. Questions received after this date may not be answered.

Attachments:
Attachment 1 – Willamette Valley 2024-2025 Statement of Work;
Attachment 2 – Annual Performance Progress Report;
Attachment 3 - Completed Program Budgeted Proposal (spreadsheet);
Attachment 4 – Past Performance Template;
Attachment 5 – Certifications;
Attachment 6 – Pesticide Discharge Management Plan